

## **Justice Committee Meeting Minutes**

The Justice Committee of the McLean County Board met on Monday, February 4, 2002 at 5:15 p.m. in Room 700 of the McLean County Law and Justice Center, 104 W. Front Street, Bloomington, Illinois.

Members Present: Vice Chairman Pokorney, Emmett, Renner, Kinzinger and Johnson

Members Absent: Member Sommer

Staff Present: Mr. John Zeunik, County Administrator; Mr. Terry Lindberg, Assistant County Administrator; Mrs. Carmen I. Zielinski, County Administrator's Office

Department Heads/  
Elected Officials

Present: Mr. Charles Reynard, State's Attorney; Ms. Amy Davis, Public Defender; Ms. Joan Naour, Director, Correctional Health Services; Mr. Jim Wahls, Director, ESDA; Sheriff David Owens, McLean County Sheriff's Department; Chief Deputy Derick Love, McLean County Sheriff's Department; Mr. Tom Phares, Jail Superintendent, McLean County Sheriff's Department; Ms. Sandra Parker, Circuit Clerk; Ms. Billie Larkin, Director, Children's Advocacy Center; Ms. Beth Kimmerling, Coroner; Ms. Shawn Walker, Director, MetCom; Mr. Bill Gamblin, Administrator, E-911; Mr. Craig Nelson, Director, Information Services

Vice Chairman Pokorney called the meeting to order at 5:16 p.m.

Vice Chairman Pokorney approved and placed on file the minutes of the January 15, 2002 meeting.

Mr. Charles Reynard, States Attorney, discussed the Asset Forfeiture Fund. Total fund balance as of January 31, 2002 was \$93,967.05. Ms. Johnson noticed that the Asset Forfeiture Fund states that the figures represent January 31, 2002 balances and not December 31, 2001 as documented on the body of the statement. Mr. Reynard stated that Ms. Johnson's assumptions are probably correct, but Mr. Reynard would double check.

Ms. Amy Davis, Public Defender, presented the Monthly Caseload and Disposition Report. There were no questions presented by the Committee.

Ms. Roxanne Castleman, Court Services, was to present the Court Services Monthly Statistical Reports and the Juvenile Detention Center Monthly Statistical Report. Mr. Zeunik informed the Committee that Ms. Castleman was not able to attend tonight's meeting. If the Committee had any questions regarding the Court Services Reports, he would forward them to Ms. Castleman.

Ms. Joan Naour, Director, Correctional Health Services, presented the Quarterly Report for the 4<sup>th</sup> Quarter. Ms. Naour stated that the average daily population of the Adult Detention Facility was down in the year 2001 when compared to 2000, by about 3.5%. Ms. Naour noted that General Medical Services and Psychiatric Services were up in the year 2001.

Mr. Jim Wahls, Director, ESDA, presented a request for approval to apply for a Grant from the Department of Justice, Assistance Fund for Local Response Agencies. Mr. Wahls noted that the Office of the Assistant Attorney General, Office of Justice Programs is providing funds for the purchase of equipment for hazardous materials response as well as for terrorism. Illinois has been awarded grant monies for this project, and the Illinois Emergency Management Agency (IEMA) has earmarked \$30,000.00 to McLean County.

Mr. Curtis Hawk, Assistant Director, ESDA, discussed ESDA's recommendation for the use of the Department of Justice Assistance \$30,000.00 grant for local response agencies of McLean County. Focus should be on providing immediate resources to protect first responders from the effects of chemical and biological agents. There is a need to provide: 1) Personal protective devices to ESDA, County Emergency Squad and others who could be exposed to chemical or biological agents, but not limited to SCBA, Tyvek suits or their equivalent. It should include adequate lower level PPE protection for secondary or supportive units; 2) Need to provide decontamination equipment and supplies. Provide adequate detection equipment to responders; 3) Need to provide portable on-scene decontamination or shower inflatable shelter units; 4) Need to provide immediate detection capabilities such as M8, M9 and M256 kits or their equivalents, and 5) Need to provide first responders with a number one priority for inoculations when biological or chemical agents are identified and require treatment regiments.

Mr. Wahls stated that McLean County ESDA, in cooperation with the McLean County Emergency Rescue Squad has formed a Hazardous Incident Response Team. This plan has been reviewed and approved by the Emergency Squad Chief, O.B. Streeper, Bloomington Police Chief, Roger Aiken, McLean County Sheriff, Dave Owens and himself, as Director of ESDA. These agencies have agreed to utilize ESDA/Rescue in all of their hazardous incident calls. Other communities are working with ESDA to finalize their own hazardous incident plans.

Mr. Hawk stated that the Hazardous Incident Response Team and other major emergency responders must be appropriately protected in the event of major chemical or biological event. In order to achieve this, all the teams must be individually equipped with the necessary protective equipment, they must be trained in the equipment's use and they must be able to provide the public with some pre-determined level of protection. Protective equipment includes chemical or biological masks, protective goggles, outerwear, gloves and footwear for skin and other toxic exposures. These departments must be able to stockpile and deploy protective masks, filters and Level B garments throughout the County. These devices should be available to each team member

throughout our County as well as those who respond to sensitive infrastructure components such as farm fertilizer plants, power plants chemical storage facilities, water reservoirs and airports.

Mr. Wahls noted that as McLean County moves forward with preparations to respond to different types of events aimed at the protection of large number of people, the McLean County ESDA and the McLean County Emergency Services will be at the front lines of those preparations. As such, the service needs the regional infrastructure to effectively respond to and treat victims of chemical or biological exposure and to mitigate various chemical and biological hazards. Therefore, ESDA's plan to utilize the funding available from the Department of Justice with the ability to pre-position response items, decontamination and detection supplies as well as critical chemical antibodies, biological prophylactics and antibiotics within McLean County, is critical to ensuring that a rapid response, supported by the appropriate equipment and supplies, will minimize morbidity and mortality during a chemical or biological event.

Mr. Kinzinger wondered who will be outfitted with the proposed equipment. Mr. Hawk explained that McLean County would respond to an immediate, small-scale incident. If it becomes a large-scale disaster, the state support would be called in. Mr. Hawk noted that the "first responders" need to be protected.

Mr. Emmett asked if there is some specific training planned for the personnel using the equipment being purchased. Mr. Hawk stated that he would be attending a Fire Safety School in two weeks, to become a trained trainer. Mr. Hawk would then be qualified to train members of the HazMat Team.

Ms. Johnson clarified that the document presented in the Committee's packet is only a draft of the strategies and ideas. Mr. Hawk noted that a more updated list of what can be purchased with the grant money is included in the document handed out tonight.

Mr. Hawk stated that, for the moment, the list compiled amounts to \$27,000.00. By June, 2002, prices may rise, so the extra money may be used to compensate for the increase.

Mr. Wahls informed the Committee that the Regional Office requested a list of the assigned personnel that qualify for these services. Mr. Wahls stated that the County Rescue Squad and ESDA members are the people on the list. The State stated that as long as the qualified people and equipment can be justified, they would reimburse the County on this expense.

Motion by Kinzinger/Johnson to recommend approval to apply for a \$30,000.00 Grant from the Department of Justice, Assistance Fund for Local Response Agencies. Motion carried.

Sheriff Dave Owens, Sheriff's Department, discussed a request for Approval of an Emergency Appropriation Ordinance amending the McLean County Fiscal Year 2001 Combined Annual Appropriation and Budget Ordinance Court Security Fund 0141, Sheriff's Department 0029 and the County General Fund 0001.

Motion by Johnson/Renner to recommend approval of an Emergency Appropriation Ordinance amending the McLean County Fiscal Year 2001 Combined Annual Appropriation and Budget Ordinance Court Security Fund 0141, Sheriff's Department 0029, and the County General Fund 0001.  
Motion carried.

Sheriff Owens referred to a request for approval of a Bid for Jail Chemical Agents. Sheriff Owens noted that the lowest bid received was from the Newman Ullman Company. However, Sheriff Owens recommended that the bid be awarded to Ecolab because they have provided quality chemicals and service. Sheriff Owens explained that the Sheriff's Department has encountered problems with Newman Ullman Company in the past.

Motion by Renner/Johnson to recommend approval of  
Bid for the McLean County Jail Chemical Agents.  
Motion carried.

Sheriff Owens discussed a request for approval of Corporate Credit Card for use by Sheriff's Department Personnel. This card would be assigned to staff for use during extraditions and for investigative purposes. It would also be used for reserving hotel rooms for conferences and for rental cars. Over the past year, we have had several instances when a credit card was needed to aid officers stranded out of state. Due to the fact that Transcor no longer transports as many prisoners as they used to, our Department has been forced to go on more extraditions. Since September 11<sup>th</sup>, the Sheriff's Department has encountered several problems with airlines refusing to transport prisoners, thereby, forcing the officers to rent cars. A credit card would also have been beneficial to the detectives during recent homicide investigations.

Vice Chairman Pokorney stated that the Sheriff was requesting a credit card that would not have a specific name imprinted on it. Vice Chairman Pokorney stated that he is not comfortable with that. Sheriff Owens stated that the credit card would be issued to the Sheriff's Department and have such imprinted on it.

Vice Chairman Pokorney noted that the credit card bill would be the responsibility of the Sheriff's Department. It would be understood that the Sheriff's Department would have some kind of "check and balance" system to keep track of the credit card usage. Vice Chairman Pokorney asked what kind of credit card would be used, American Express, Visa, etc. Sheriff Owens stated that the research process has not proceeded that far. He was first asking permission to consider the proposal and would then continue his research

on which credit card would have the best rate and so on.

Mr. Emmett commented that if the Sheriff's Department acquired a corporate credit card, anyone could sign off on the credit card. That may cause some problems in the future.

Motion by Renner/Kinzinger to recommend approval of a Corporate Credit Card for use by the Sheriff's Department Personnel.

Mr. Emmett asked Mr. Zeunik if there were any other departments in the County that presently have a corporate credit card. Mr. Zeunik answered that no other County department has a corporate credit card at this time. Sheriff Owens noted that the closest thing the County has to credit cards is the gas card that is used by the Sheriff's Department.

Mr. Emmett recommended that some type of limit be set for the corporate credit card.

Ms. Johnson wondered what would happen if the credit card bill was not paid, who is responsible. Mr. Zeunik suggested that the County Auditor be involved in the development of standards for a corporate credit card system. Mr. Zeunik stated that he would not like to see multiple cards issued by multiple banks. If the County decides to go with a County Corporate Credit Card, it should be issued by one institution under one card. As an example, Mr. Zeunik stated that the County has one vendor that provides the basic land line telephone service and there is one vendor that provides long distance service but there are multiple vendors that provide the cell phone service. McLean County has no idea if the best rate or service is being received because of multiple vendors for cell phone services.

Mr. Emmett suggested that a policy be installed before this request is approved. Mr. Zeunik explained that the policy, as it is written, states that it is up to the individual Oversight Committee to decide whether or not a County Office/Department should have a corporate credit card. The justification has to be based on the business case, which is what the Sheriff described. Mr. Zeunik cautioned, if approval is to be recommended, the Justice Committee should recommend approval with the understanding that there would be a "common" credit card that would be used by all of the departments in the County.

Sheriff Owens stated that he would be happy to discuss this matter with the County Auditor. Sheriff Owens suggested that the County Auditor be the coordinator of the program and funds. Vice Chairman Pokorney stated that it would be prudent to have the Auditor place strategic measures in place to protect the system. Mr. Renner noted that the user of the credit card would have to provide documentation to back up the expenditure. Sheriff Owens stated that there would be at least three reviews of the expenditure before the expenditure is recommended for payment.

Ms. Johnson agreed that Sheriff Owens has legitimate reasons for requesting the use of a corporate credit card but she would like to see some standards established before the credit card system is used.

Mr. Renner amended the previous motion.

Motion by Renner/Johnson to recommend conceptual approval of a Corporate Credit Card for Use by the Sheriff's Department Personnel pending the receipt and approval of Policies from the County Auditor. Motion carried.

Sheriff Owens briefly discussed the McLean County Detention Facility Population Report.

Sheriff Owens reported on the Video Camera Equipment for Use in Squad Cars. Sheriff Owens stated that the department received funding for one video camera from the County budget. Sheriff Owens noted that the DUI Fund would provide funding to purchase two more video cameras. State Farm Insurance and other private entities have provided funding for additional video cameras. Sheriff Owens is confident that ten or eleven squad cars will be equipped with video cameras this year.

Sheriff Owens discussed parts of the McLean County Sheriff's Department Annual Report. Sheriff Owens noted that Overall Crime decreased by 7.3% in the year 2001. Serious (Index) Crime decreased by 11.2%. Arrests decreased by 6.7%. Serious (Index) Crime arrests increased by 57.6%. Two persons were killed in traffic accidents in 2001, one less than the previous year. Traffic accident injuries decreased 14.1%. 14.5% fewer traffic tickets were written in 2001. D.U.I. Arrests decreased by 11.3%. 6.9% fewer Police Reports were taken. Officers served 8.9% fewer warrants. Average jail bookings per day decreased by 5.3%. Average total Jail count decreased by 3.4%. Annual Jail bookings decreased by 5.47%. Average daily Jail population was 191.35, representing a 4.40% decrease.

Vice Chairman Pokorney informed the Committee that two weeks ago he and Mr. Renner met with LZT Associates. LZT presented Jail population projections that were more acceptable. The projections still show increase in numbers. Mr. Renner stated that the outer perimeter was 440. New projection was around 270, but 20% was still being added to that figure. Vice Chairman Pokorney showed a linear graph provided by LZT Associates at the meeting. Mr. Renner is still not pleased with the fact that it has taken LZT Associates four tries to get close to what the County Board requested regarding the statistics report. They have not provided very good service.

Ms. Sandra Parker, Circuit Clerk, discussed the Statistical Reports for the month of December 2001, the Age of Pending Cases Report, and the Statistical Reports for all cases

during the 2001 year. Ms. Parker noted that New Filings increased by 500 cases.

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Ms. Parker informed the Committee that Civil Cases increased by 800 cases from the previous year. Under the Criminal Case Division, the total number of cases decreased.

Ms. Billie Larkin, Director, Children's Advocacy Center, discussed the Monthly Statistical Reports. Ms. Larkin noted that the numbers have decreased even though the population numbers have not. Ms. Larkin commented that decrease in the number of cases may be due to the fact that Department of Children and Family Services (DCFS) usually employs 21 investigators. Presently DCFS has only 7 investigators, so cases are not being handle correctly. Ms. Larkin explained that there is a lot of politics happening within DCFS. The alarming fact is that when police officers or the CASA staff call the Hotline, the Hotline is asking what County the call is from. When they find out that the call is from McLean County, the call is handled differently. A lot of political pressure is present and Judge Dozier is handling the situation well. A lot of children are not being seen because of the problems within DCFS.

Mr. Renner asked Ms. Larkin if there was something the County Board could do to aid with the DCFS problem. Ms. Larkin explained that their hiring practices are not appropriate. Ms. Larkin stated that the Director of DCFS is aware of the situation and the Governor has not placed a freeze on investigators, so hiring should be simple. But, it is difficult to find people who want to do this type of work. Ms. Larkin stated that the investigators are not resigning their jobs, they are transferring out of McLean County. Ms. Larkin commented that she has a scheduled meeting with the DCFS Director and she will pursue this topic with him then and ask for some direction and report back to the Committee.

Mr. Emmett asked how the local DCFS is doing on an everyday basis. Ms. Larkin answered that they can't stay afloat. The Investigator's position has been posted but there have not been a lot of applicants. Ms. Larkin stated that the safety of the children is at stake at this time. Mr. Renner does not want to see a "dead kid" incident before some action is taken to remedy this situation.

Ms. Larkin briefly discussed the CASA Statistics. In January 2002, 172 children were served. Ms. Larkin noted that they are starting the 15<sup>th</sup> CASA Class in March 2002.

Ms. Larkin invited the members of the Committee to the TIP a VIP on February 21, 2002. It is being held at Biaggi's. Seating is still available.

Ms. Beth Kimmerling, Coroner, presented the Coroner's Office Annaul Report for December 2001. Points of Interest to Ms. Kimmerling were: 1) Autopsy numbers numbered 100 for the first time in recorded history; 2) The causes of death for 35% of the cases autopsied fall under Cardiovascular Disease. This fact has been identified by the

McLean County Health Department; 3) Suicides out numbered the deaths that occurred

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via motor vehicle accidents. This factor has prompted the birth of a Suicide Support Group in McLean County; 4) The Alzheimer's Research - Brain Tissue Procurement Program has undergone many changes. They are no longer able to cover the cost of procurement which means this no-cost research program now has a fee attributed to it of around \$1,000.00.

Ms. Kimmerling proudly announced that all the full-time staff and one part-time Deputy Coroner, have completed the American Board of Medicolegal Death Investigators' Certification process and are Registered Death Investigators.

Ms. Shawn Walker, Director, Metcom, presented a request for approval of an Emergency Appropriation Ordinance amending the McLean County Fiscal Year 2002 Combined Annual Appropriation. Ms. Walker stated that the appropriation was due to an unanticipated need for an additional Proxy Message Switch for the new TriTech CAD System. This required expense of \$25,000.00 to purchase the needed hardware and \$7,600.00 for a necessary TriTech Maintenance Contract. Ms. Walker noted that the MetCom Operation Board voted to recommend approval of \$32,600.00 to acquire a Proxy Message Switch/CAD Record Check and a TriTech Maintenance Contract.

Motion by Renner/Emmett to recommend approval of an  
Emergency Appropriation Ordinance amending the McLean  
County Fiscal Year 2002 Combined Annual Appropriation,  
in the amount of \$32,600.00. Motion carried.

Mr. Bill Gamblin, Administrator, E-911, presented a Status Report for the E-911 System. Mr. Gamblin announced that the 911 System for McLean County would be operational on February 11, 2002, at 9:11 a.m. An open house will be held at the MetCom Facility. Demonstrations of the E-911 System will be held at that time.

Mr. Gamblin mentioned that future goals are the Wireless 911 Program; Private Switch Data, where large companies with PBXs will have to provide, under State law, additional information besides the switchboard location; Managed Care, where Managed Care/HMOs call their emergency back-up staff before calling 911; Intelligence Transportation System, such as Crash and On Star, will be added to the system.

Mr. Craig Nelson, Director, Information Services, updated the Committee on the Integrated Justice Information System Project Team. Mr. Nelson presented a change order extension for Work Order #8 and Work Order #9. Work Order #8 is the contract fulfilling the implementation of IJIS in the Court Services area. Work Order #9 is the fulfillment of the contract implementing Automated Dispositional Reporting in the Circuit Clerk's Office. Mr. Nelson explained that both change orders are "no-cost" change orders. They are simply extending the time frame under which this work will be completed by 90

days, from January 31, 2002 until April 30, 2002. The computer codes that contain these

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contractual obligations have been received and is currently being tested and employees are being trained. The change orders would extend the contract time line through the actual production implementation time line of early April 2002.

Motion by Emmet/Kinzinger to approve the "no cost" Change Orders for Work Order #8 and Work Order #9, IJIS Master Consulting Services Agreements. Motion carried.

Mr. Nelson advised the Committee about future programs such as the Coroner's Office Physical Search System that would help identify a body. Once the CAD System is operational in April 2002, a connection would be provided to IJIS increasing the initial contact to information aside from the Police Report.

Vice Chairman Pokorney presented the bills as reviewed and recommended by the County Auditor, for the approval of the Committee.

Motion by Johnson/Renner to recommend payment of Bills for December 31, 2001, as presented by the County Auditor.  
Motion carried.

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Motion by Renner/Kinzinger to recommend payment of Bills for  
January 31, 2002, as presented by the County Auditor.  
Motion carried.

There being nothing further to come before the Committee at this time, Vice Chairman  
Pokorney adjourned the meeting at 6:28 p.m.

Respectfully submitted,

Carmen I. Zielinski  
Recording Secretary

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